EXTENSIONS AND ENHANCEMENTS DOCUMENT
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1. INTRODUCTION

The SAP software product includes development tools to extend the product functionality to meet business needs without modifying the core code provided by SAP (vendor). This simplifies the software upgrade process for newer releases of code, since the core code has not been changed. The Business Blueprint design has not identified any 'modifications' to the SAP core code needed to meet business requirements. Enhancements and workflows have been identified to meet the State's requirements.

2. OVERALL SCOPE OF ENHANCEMENTS DEVELOPMENT

The *Final FRICE_List.xls* file contains a complete list of all enhancements and workflows identified during the Business Blueprint phase. The total number of enhancements and workflows by area is summarized in the following exhibit.

| BN – Benefits |
| FI – Financial |
| OM – Org Management |
| PA – Personal Administration |
| PD – Personnel Development |
| PT – Time |
| PY – Payroll |

Type	BN	FI	OM	PA	PD	PT	PY	Security	Total
Enhance	4	10	7	2		12	2	4	41
Workflow			1	1		5	1		8

At project initiation there were 30 enhancements and 10 workflows planned. During blueprint additional enhancements were identified.

RICE ID	Name	Description	Func. Sub Group	Customization
A001	Custom Table for Fund Long Description	Org Structure - Custom Table for Fund Long Description	FI	
A002	FI Validations (5 - 10)	FI Validations (5- 10)	FI	
A003	FI Substitution (5 - 6)	FI Substitutions (5 - 6)	FI	
A004	Salary Control System (SCS)- New IT9018 (Account Assignment for the position)	SCS - New IT9018	FI	
A005	Third Party remittances and payroll posting program	Third party remittances and payroll posting program	FI	
A006	Court-ordered health insurance check box added to IT0195	Court-ordered health insurance check box added to IT0195	PY	
A007	Custom IT: Retirement plan indicator	Custom IT: Retirement plan indicator	OM	
A008	Custom IT: Reason code for position actions	Custom IT: Reason code for position actions	OM	
A009	Custom IT: Position location code by county	Custom IT: Position location code by county	OM	
A010	Custom IT: Old position number	Custom IT: Old position number	OM	
A011	Payroll Function to Calculate Retirement Deduction and Employer Contribution	Payroll Function to Calculate Retirement Deduction and Employer Contribution	PY	

RICE ID	Name	Description	Func. Sub Group	Customization
A012	Essential Staff - inclement weather	Ability to generate a list of essential staff that must report during inclement weather. Employee and manager access to this status	OM	
A013	Health Plan - Effective Dates	A user exit to manage effective dates (multiple options) for health care plans. It will check the employee selection and create the plan effective date based on the employee's selection through ESS.	BN	
A014	Vision Plan eligibility	A user exit to manage the Vision plan. If the vision plan is elected and dropped, the employee must wait 2 years to be eligible for re-enrollment into the plan (ex: enroll for 2006, drop in 2007 - must wait until 2009 to resume participation in plan). It is preferable if this could be done while attempting to enroll. Otherwise, we need a report that can track those enrolled who are ineligible based on the two year waiting period. (ESS?)	BN	
A016	Create custom infotype to which jobs are eligibility for shift-premium. (IT9005)	Create a radio-button/flag to indicate whether a job is eligible for shift premium.	OM	
A017	User transaction (data entry screen) combining data from IT1018 and IT9018)	User transaction (data entry screen) combining data from IT1018 (emp) and IT9018 (position)	FI	
A018	Make new fields for budgeted position amount and GL account on IT9018 available in Business Intelligence (BI).	Make new fields for budgeted position amount and GL account on IT9018 available in Business Intelligence (BI).	FI	
A019	Salary Control System (SCS) crosswalk table to determine SCS values	SCS crosswalk table to determine SCS values	FI	
A020	Open Enrollment - Delimit Dates (IT0170)	A user exit that allows for IT0170 to be delimited at years end when a new record is created. So, at the end of 2006, during open enrollment when our benefit staff is re-enrolling in FSA the record start date is 01/01/06 and the user exit allows for the end date of that record to be 12/31/2006, instead of 12/31/9999.	BN	
A021	T-grade (tentative) job description - custom IT9002	Special Job Description - custom IT9002	OM	
A022	Program for mass maintenance for application of Mutual Consent process (by Agency, Organization)	Provide the ability to make the appropriate setting on a set of individual 2012 records so that the Mutual Consent process is triggered in time evaluation	PT	

RICE ID	Name	Description	Func. Sub Group	Customization
A023	USER EXIT: Custom Operation for Time Evaluation - RPTIME00	Collect information from relevant OM objects for the identification of that application of specific rules based on the class or the position	PT	
A024	USER EXIT: Custom Function for Time Evaluation - RPTIME00	Collect information from relevant OM objects for the identification of that application of specific rules based on the class or the position	PT	
A025	Return of Donated Leave to Donor or remaining balance of any donated leave under the Shared Leave Program	Return any donated leave to donors following the expiration of an employee's eligibility to receive the donations	PT	Custom IT
A026	Custom Operation for Time Evaluation - RPTIME00 (Calculate Working Days)	Calculate the number of working days in a period specified by parameters in the operation - for use in vacation accrual calculation	PT	
A027	Bonus Leave Award	Apply Bonus Leave Award	PT	
A028	Family Illness leave (FIL)	USER EXIT - absence to FIL (Family Illness leave balance)	PT	
A029	Evaluation of donation eligibility (Voluntary Shared Forms)	USER EXIT - limits associated with VSL	PT	
A030	Manage Charge Objects in the system	Validation :z-Tables & associated maintenance transactions to maintain to support charge objects - i.e., Grant/fund	PT	
A031	Enable CATS enhancement to support use of custom charge objects. See RICE id:	User Exit to support CATS enhancement - charge objects	PT	
A032	Function Module: Calculation of seniority	Function Module: Calculation of seniority. Extension to standard functionality	PT	
A033	Map the SAP GL accounts to the NCAS GL accounts	Crosswalk table that will map the SAP GL accounts to the NCAS GL accounts when there is a one to many relationship	FI	
A034	User id Creation (R3, BI and Portal)	Automate creation of portal id from ERP2005	Security	Custom IT
A035	Portal Role Assignment	Automate assignment of portal roles based on R/3 Roles assigned	Security	Custom IT
A036	Creation of Derived Security Roles	Program to create derived security roles from master security role.	Security	Custom IT
A037	Lookup ERP role and determine BI role.	User BI user exit to populate Z authorization object for BI, Ztable maybe needed.	Security	Custom IT

RICE ID	Name	Description	Func. Sub Group	Customization
A038		Supervisors/managers should be able to process substitutions themselves if they have access to the portal or R/3. If they are using the portal, then development may be required to enable TMW (time Managers Workbench) within MSS, or provide other access to creating and changing the Substitutions Infotype (IT2003).	PT	
A039	ORBIT Employee Number Generation	Unique Identifier for all employees and temps. System will call external services provided by ORBIT, pass appropriate data elements and retrieve Employee ID.	PA	
A040	Effective Date of Termination - State Health Plan (including Tri-Care)	USER EXIT to determine the effective date of the termination of State Health Plans (including Tricare). If the employee's last working day is between the 1st and 15th of the month, the plan is terminated at month's end. If the employee's last working day is between the 16th and 31st of month, the coverage ends at the end of the FOLLOWING month.	BN	
A041	Mass change of fund and/or cost center on Position records	Change fund and/or cost center codes on IT1018 when there is a major agency reorganization affecting hundreds of positions.	FI	
A042	Legislative Increase	Program to calculate the amount of legislative increase, and grant the increase to employees and positions	PA	
W001	Notification: for overpayment to employees	Notification: Notification for overpayment to employees	PY	Custom IT
W002	Workflow: approval process for creation of new positions	Workflow: approval process for creation of new positions	OM	
W003	WORKFLOW: Personnel Change Request	Personnel Change Request - 'Supervisor start the workflow to go to the HR person to complete the action; then notify the supervisor that action is complete.	PA	
W004	WORKFLOW: To support Voluntary Shared Leave request (see S015)	Employee fills out form in ESS; Form routed to Leave Administrator; LA approves or rejects request; Notification of rejection or approval sent to Employee.	PT	WORKFLOW
W005	WORKFLOW: To support Advance Leave (Vacation or Sick).	Employee fills out form in ESS; Form routed to Supervisor/Manager for approval or rejection; Form routed to Leave Administrator if approved; LA creates appropriate Advance Leave quota balance; Notification of rejection or approval sent to Employee.	PT	Custom IT

RICE ID	Name	Description	Func. Sub Group	Customization
W006	Notification: Time Eval Messages	Notification of messages generated by Time Eval to be sent to Time Administrators (possibly standard, but more likely to require some custom dev)	PT	Custom IT
W007	Notification: Approved Records Changes	Notification that approved records have been changed (custom dev)	PT	Custom IT
W008	Notification: Records not entered for Positive Time Employees	Notification to Time Administrators that EE's with a positive-time indicator do not have time records entered (sent at/near entry deadline?) (custom dev)	PT	Custom IT

3. DEVELOPMENT PROCESS/APPROACH

1. All FRICE objects from the FRICE listing are referenced in all specifications.
2. Specifications for all enhancements and workflows will be documented according to standards.

There are two templates available:

   a. *Functional Specification template* –

   The functional team fills in the specification to guide the development and testing of each enhancement and workflow. The Technical development team will provide guidance and assistance as needed.

   b. *Technical Specification template* –

   Based on the content of the functional specification, the technical team will complete the technical specifications for each enhancement and workflow.

3. Actual programming begins once both specifications are complete and approved.
4. The development team completes the unit test of each enhancement and workflow.
5. The functional team completes functional testing and approves each enhancement and workflow to be taken into production.